

## Personnel Committee

**MONDAY, FEBRUARY 6, 2017**

**5:00 p.m.**

**Mike Hinrichsen, CHAIRMAN**

**(Mike Phelan, and Sue Sundell)**

### MINUTES

1. Call to Order  
Chairman Hinrichsen called the meeting to order at 5:00 p.m.
2. Roll Call  
Present: Hinrichsen, Phelan, and Sundell. Also present: Gorman, Miller, Lees, and Dave Zern -Kuhl Insurance
3. Motion to approve June 10, 2016 minutes.  
Phelan moved to approve the June 10, 2016 minutes and Hinrichsen seconded. Motioned carried.
4. Recommendation to Executive Board, Employee Insurance Renewals- Health, Dental, Vision, and Short Term Disability (*Handout*)
  - Miller explained the background of the Commission paying for the employee's healthcare at 100%. The Commission wants the employee to be invested in the Health Insurance. After explaining the different plans Miller recommended Plan RM-R8 and AD-MM with the employee contributing 7%. The Commission adopted to offer a dual tier plan. The dual tiers include a Preferred Provider (PPO) and a High Deductible (HD) with a Health Savings Account (HSA) option. The Commission will give the employee in the HSA \$500 for employee and \$1,000 for family including employee.
  - Phelan asked why this plan? Miller replied that this plan is consistent to our other plans. He said we recruited several applicants for the Planner position but declined due to the insurance package for them and spouse.
  - Phelan asked what the cost for each employee would be. Miller the number is on the handout. He also mentioned that the employee needs to be invested and wants to offer good insurance to the employees.
  - Hinrichsen asked if the employees are ok with the consensus. Answer is yes.
  - Miller explained that although getting the rates late the employees do not have a problem of investing in their insurance.
  - Dave Kern from Kuhl Insurance said the HSA is just another tier it wouldn't really lower the insurance bottom line.
  - Miller also said that Delta Dental is chosen for the dental with no change in rate but offered to lock in our rate for 2 years. Vision will be Guardian with a minimum increase.Phelan moved to adopt Mr. Millers plan and Sundell seconded. Motion carried.

5. Recommendation to Executive Board amending Employee Handbook to add Employee Retirement Plan Roth 457 Deferred Compensation Plan. *(Handout)*  
Miller explained an Employee Retirement Plan Roth 457 Deferred Compensation Plan will be added to the benefits an employee can take.  
Phelan moved to recommend to the Executive Board amending the Employee handbook to include the Roth 457 Deferred Compensation Plan and Sundell seconded. Motion carried.
6. Recommendation to Executive Board amending Employee Handbook to replace COBRA with Illinois Continuation of Coverage (mini COBRA) *(Handout)*  
Miller explained the changes in the COBRA coverage since we have fewer than 20 employees.  
Sundell moved to recommend to the Executive Board amending the Employee Handbook to replace COBRA with Illinois Continuation of Coverage (mini COBRA) and Phelan seconded. Motion carried.
7. Other  
Phelan asked what the status of the salary study is. Miller said we will include the price for this consisting of \$5,000 to the budget. He has a scope of study to speed up the process when we choose someone to do the study. Phelan said the employees need to have competitive salaries to what is out there.
8. Adjournment  
Phelan moved to adjourn at 6:45 p.m. and Sundell seconded. Motion carried.

Respectively submitted:

Eric Miller  
Executive Director  
Recorded and transcribed:Debbie Ulrich